



Office of the City Manager

CONSENT CALENDAR  
July 22, 2025

To: Honorable Mayor and Members of the City Council  
 From: Paul Buddenhagen, City Manager  
 Submitted by: Henry Oyekanmi, Director, Finance  
 Subject: Formal Bid Solicitations and Request for Proposals Scheduled for Possible Issuance After Council Approval on July 22, 2025

RECOMMENDATION

Approve the request for proposals or invitation for bids (attached to staff report) that will be or planned to be issued upon final approval by the requesting department or division. All contracts over the City Manager’s threshold will be returned to Council for final approval.

FISCAL IMPACTS OF RECOMMENDATION

Total estimated cost of items included in this report is **\$6,810,000**.

| <u>PROJECT</u>   | <u>Fund</u> | <u>Source</u>              | <u>Amount</u>             |
|--|-------------|----------------------------|---------------------------|
| Desk Audits, Classification & Compensation Studies, Investigations and Skelly Meetings     | 011         | General Fund               | \$250,000                 |
| Fire Department Administrative Surge Staffing  | 164         | Measure FF – Public Safety | \$960,000 (over four FYs) |
| K-Dock Restroom Renovation Project   | 511         | Measure T1                 | \$350,000                 |
|  | 608         | Marina Operations/Maint.   | \$50,000                  |
| Berkeley Marina F & G Dock Deck Replacement  | 011         | General Fund               | \$250,000                 |
| On-Call Industrial Hygiene for City Facilities and Landfill Regulatory Compliance Services | 501         | Capital Improvements       | \$4,300,000               |
| Fleet Telematics System-Hardware, Software and Services                                    | 672         | Equipment Maintenance      | \$450,000                 |
| Public Works Safety Training Services  | 601         | Zero Waste                 | \$200,000                 |
|  | 611         | Sanitary Sewer Operations  |                           |
|  | 616         | Clean Storm Water          |                           |
|  | 672         | Equipment Maintenance      |                           |
|  | 673         | Building Maintenance       |                           |

|               |  |  |                    |
|---------------|--|--|--------------------|
| <b>Total:</b> |  |  | <b>\$6,810,000</b> |
|---------------|--|--|--------------------|

CURRENT SITUATION AND ITS EFFECTS

On May 6, 2008, Council adopted Ordinance No. 7,035-N.S. effective June 6, 2008, which increased the City Manager’s purchasing authority for services to \$50,000. As a result, this required report submitted by the City Manager to Council is now for those purchases in excess of \$100,000 for goods; and \$200,000 for playgrounds and construction; and \$50,000 for services. If Council does not object to these items being sent out for bid or proposal within one week of them appearing on the agenda, and upon final notice to proceed from the requesting department, the IFB (Invitation for Bid) or RFP (Request for Proposal) may be released to the public and notices sent to the potential bidder/respondent list.

BACKGROUND

On May 6, 2008, Council adopted Ordinance No. 7,035-N.S., amending the City Manager’s purchasing authority for services

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

The Finance Department reviews all formal bid and proposal solicitations to ensure that they include provisions for compliance with the City’s environmental policies. For each contract that is subject to City Council authorization, staff will address environmental sustainability considerations in the associated staff report to City Council.

RATIONALE FOR RECOMMENDATION

Need for the goods and/or services.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Roopreet Walia-Soorma, Senior Buyer, Finance, 510-981-7311

Attachments:

- 1: Formal Bid Solicitations and Request for Proposals Scheduled for Possible Issuance After Council Approval on July 22, 2025
  - a. Desk Audits, Classification & Compensation Studies, Investigations and Skelly Meetings
  - b. Fire Department Administrative Surge Staffing
  - c. K-Dock Restroom Renovation Project
  - d. On-Call Industrial Hygiene for City Facilities and Landfill Regulatory Compliance Services

Formal Bid Solicitations and Request for Proposals  
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- e. Berkeley Marina F & G Dock Deck Replacement
- f. Fleet Telematics System-Hardware, Software and Services
- g. Public Works Safety Training Services

Note: Original of this attachment with live signature of authorizing personnel is on file in General Services.

| SPECIFICATION NO. | DESCRIPTION OF GOODS / SERVICES BEING PURCHASED  | APPROX. RELEASE DATE | APPROX. BID OPENING DATE | INTENDED USE  | ESTIMATED COST   | BUDGET CODE TO BE CHARGED  | DEPT. / DIVISION   | CONTACT NAME & PHONE  |
|-------------------|--|----------------------|--------------------------|---|--|--|--|---|
| 25-11743-C        | K-Dock Restroom Renovation Project   | 7/23/25              | 8/21/2025                | Renovation for existing K-Dock Restroom to meet ADA accessibility requirements. The K-Dock Renovation project will create a dedicated public restroom and a separate slip-holder restroom with a new single-user ADA accessible shower room | Measure T Phase 2<br>\$350,000<br>Marina Fund<br>\$50,000<br>Total : \$400,000                     | Measure T1<br>511-52-545-000-0000-000-461-662110<br>PWWT1122014<br>Marina Fund<br>608-52-545-000-0000-000-473-662110<br>PRWT122014 | PRW  | Robert Chan<br>510-981-6392                                     |
| 25-11745-C        | Berkeley Marina F & G Dock Deck Replacement  | 7/23/25              | 8/21/2025                | Re-deck the F & G Dock at the Berkeley Marina   | \$250,000  | General Fund<br>\$250,000<br>011-52-545-000-0000-000-461-663110-<br>PRWWF26002   | PRW/Waterfront   | Sean Crothers<br>510-981-6744                                   |
| <b>Dept Total</b> |  |                      |                          |   | <b>\$650,000</b>   |  |  |   |
| 25-11744-C        | On-call Industrial Hygiene for City Facilities and Landfill Regulatory Compliance Services | 7/23/25              | 8/21/2025                | Industrial Hygiene Engineering services and Landfill Compliance Services for upcoming and ongoing City projects.  | \$300,000 for industrial hygiene<br>\$4,000,000 for landfill compliance service<br>3-Year duration | PW 501-54-623-677-0000-000-444-612310- TBD<br>(on-call contract) funds are built into projects                                     | PW/Eng   | Priya Chopra<br>510-292-0064                                    |
| 25-11746-C        | Fleet Telematics System-Hardware, Software and Services                                    | 7/23/25              | 8/21/2025                | GPS, Devices, Monitoring Platform for Fleet Management of Vehicles and other designated assets.   | \$150,000 annually<br>Three year contract<br>\$450,000   | 672-54-626-722-0000-000-472-612990-<br>Professional Svcs -<br>Miscellaneous  | Public Works Equipment Maintenance Division  | Sara Rubio<br>510-981-5372                                      |
| 25-11747-C        | Public Works Safety Training Services  | 7/23/25              | 8/21/2025                | Provide on-site safety training topics for all PW Divisions, such as First Aid.CPR, Bloodborne Pathogens, PPE, Confined Spaces, Driver's Safety and other issues as needed.   | \$200,000 over three years with two 1-year optional extensions for two vendors                     | 601-54-627-734-3023-000-472-612990- 611-54-624-712-0000-000-472-612990- 616-54-623-675-0000-000-472-612990- 672-54-                | Public Works Facilities Streets & Utilities Equipment Maintenance Zero Waste Engineering | Tucker Broffitt<br>510-981-5375<br>Erika Barros<br>510-981-6462 |
| <b>Dept Total</b> |  |                      |                          |   | <b>\$4,950,000</b>   |  |  |   |
| 25-11741-C        | Desk Audits, Classification & Compensation Studies, Investigations and Skelly Meetings     | 7/23/25              | 8/21/2025                | The City is looking for a vendor that will assist the Human Resources department with Desk Audits, Classifications and Compensation Studies, Investigations and Skelly Meetings   | \$250,000.00 for a 5 year contract   | 011-34-341-000-0000-000-412-612990   | Human Resources  | Benita Torres<br>510-981-6809                                   |
| <b>Dept Total</b> |  |                      |                          |   | <b>\$250,000</b>   |  |  |   |

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|-------------------|---|----------------------|--------------------------|---|---------------------------|------------------------------------|------------------|----------------------------|
| 25-11742-C        | Fire Department Administrative Surge Staffing   | 7/23/25              | 8/21/2025                | 1. Fill intrerim vacancies in established classifications.<br>2. Provide subject matter experts for specialized initiatives.<br>3. Support divisions during peak workload periods.<br>4. Facilitate knowledge transfer in technical areas | \$960,000 (over four FYs) | 164-72-742-834-0000-000-422-612990 | Fire/Suppression | David Sprauge 510-981-3473 |
| <b>Dept Total</b> |   |                      |                          |   | <b>\$960,000</b>          |                                    |                  |                            |
| <b>TOTAL</b>      |   |                      |                          |   | <b>\$6,810,000</b>        |                                    |                  |                            |

